

# **Networking Task Force Meeting Helena, MT January 26, 2007**

**Attendees:** Brett Allen, Don Allen, Cheri Bergeron, Barry Brown, Bob Cooper, John Finn, Renee Goss, Jodee Kawasaki, Lyn McKinney, Bruce Newell, Dee Ann Redman, Gail Wilkerson, and John York.

**Staff:** Tracy Cook, Sarah McHugh, Maggie Meredith, Darlene Staffeldt, Jennie Stapp, Julie Stewart, and Jess Tobin.

**Visitors:** Betsy Harper Garlish, Montana Tech Library/MT VR Coop.

## **Welcome, Introductions, Changes to Agenda**

Staffeldt welcomed everyone and as there were no changes to the agenda, she proceeded with the meeting. Andrine Haas is the only member not in attendance. She is having a grand opening at her library's remodeled facility and wasn't able to get away.

## **Minutes**

Brown had the following changes to the October 27, 2006 minutes. On page five, under ILL Fulfillment Task Forces, change the second to last sentence to read "Brown thought this was brought up at the last meeting and he previously submitted a request to add Patricia Collins, Supervisor of ILL, and Copy Services at the Mansfield Library."

## **Legislative Update**

Staffeldt sent an e-mail regarding legislative updates on 1/24/07. HB133 which is the Information Access Montana came up for executive action in the House Administration Committee on 1/25/07. The vote was 10-8. Then the committee voted to reconsider and the legislation was tabled. That gives us some options of trying to get it off the table and revoted on. You will be seeing a message from Lois Fitzpatrick about this. We need to know if the support is out there. We can't afford to get that bill opened again and have it crash again. Fitzpatrick will do a straw vote on Wired-Mt and see if the support is there. Depending on what we hear, we may or may not try to get it going again.

We also still have Representative Julie French's sponsorship of Senator Sam Kitzenberg's bill for library construction that we want to have a good hearing. HB 374 is the library construction bill and it hasn't been set for hearing yet.

We've still got the OCLC amendment to MSL's budget that McKinney asked the state budget folks to consider. Senator Wanzenried is still considering offering that at some point.

HB 132 State Publications permanent public access legislation is on the floor today. It came out of committee 17-1. We're hoping that goes forward.

McKinney commended Staffeldt on her presentation of MSL's budget and noted that the two students from Carroll College did a wonderful job. She commended Don Allen for his presentation also. Fitzpatrick is doing a great job too. McKinney reminded everyone that personal e-mails to the legislators and constituents can make a difference in pushing these bills forward. Staffeldt said John York and a couple of teachers from his school sent in helpful written testimony. She suggested everyone watch Fitzpatrick's messages and that's when librarians need to contact their legislators.

Newell asked if the OCLC amendment goes into effect how will that change what MSL does? Staffeldt said we'll try to get more into that package from OCLC especially if the full \$600,000 per year comes into the amendment. Invoices wouldn't be sent to all the libraries. We'll make one check from MSL. Cooper said we can get away from the OCLC cost sharing formula. We would have the opportunity to approach libraries that haven't had funds for OCLC in their budgets. We probably have to change our training somewhat in order to get people up to speed and using OCLC's products successfully. The real benefit is that we can now say we have ways to help smaller libraries attain levels that they might never have been able to reach.

## **LSTA update**

The Institute of Museum and Library Services staff is reporting that they are going to be under continuing resolution through at least February 15. We won't have our official Library Services and Technology Act (LSTA) awards until after that date. We will be offered a second partial award to carry us through.

The State Library is working with Debra Johnson, a national consultant, to evaluate Montana's use of the LSTA funds, Debra has sent out a survey for evaluation. Every address in the online directory received the survey. Jackson encouraged all to complete the survey. We'd like to have data collected by February 19. This is a requirement we have to complete.

We are also doing Gates Foundation's rural library sustainability grants. We met our training quotas and so are using that money for other projects. We'll send five public library directors to ALA. Four of these five have never been to ALA before. We will send two public library directors to OFFLINE this year.

We have \$25,000 available to offer for one more scholarship for a Montana student through our Professional Education and Employment for Librarians (PEEL) Grant. This grant enables a student to attend the University of Washington to earn a Masters of Library Science degree.

### **MSC Update/Introduction of new MSC staff member**

McHugh introduced Jess Tobin as the new Shared Catalog Assistant. One of the things Jess is doing is helping bring on four new libraries. They are Pine Hills Correctional Facility, Mineral County Public Library in Superior, Montana Public Service Commission and the Montana State Genealogy Library.

McHugh gave an update on the Montana Shared Catalog program.

### **NCIP Pilot Project Update**

McHugh reported on the NCIP (Network Circulation Interchange Protocol) project. This pilot is attempting to use OCLC as a central clearing house to connect two separate ILS systems for resource sharing purposes and also involves an ILL home delivery component.

### **Cooperative Digital Project**

Stapp shared updated information on the Cooperative Digital Pilot Project. This project is sponsored by OCLC to promote the use of their digital archive through their cataloging module connection. It is going very well at this point.

### **Ask a Montana Librarian Update**

Harper Garlish said this program has been in place since 2004. Beginning in May 2006 they have been offering 24/7 access to a librarian. They have patrons call from around the state. They are working on finding a method to better track where the calls are coming from.

### **ILL Protocols/ILL Taskforce/Fulfillment Protocols**

Staffeldt distributed a paper that lists brainstorming ideas and shows the direction she would like to move forward as a group.

It was agreed that the Networking Task Force would change their name to Network Advisory Council and would continue to be an advisory group to the State Librarian. A second group would be developed and called Fulfillment Task Force. They will tackle such topics as interlibrary loan reimbursement program, interlibrary loan protocols,

courier services statewide, collection development/assessment issues such as Overdrive and statewide databases, legislation needed, administrative rules and MSC. This would truly be a task force. They would come on board for a year or two. They would make their recommendations to the Network Advisory Council and State Librarian.

The Network Advisory Council would continue on with recommendations from the taskforce. Staffeldt will appoint membership on the Fulfillment Task force with not more than half of the appointees from the Network Advisory Council. Staffeldt recommends task force membership as being composed of a public library representative; school library representative, academic library representative, special library representative, Montana Shared Catalog representative, non-connected large library (not currently involved with the cooperative fulfillment projects), non-connected small library (borrower and not a net lender), University System library representative, and a member at large. Staffeldt doesn't envision that these people will solve all the issues, but rather sees these people as being the chairs of sub groups working on the sub issues and then bringing those issues to the Network Advisory Council for discussion.

Staffeldt asked for volunteers to work with her to determine exactly what the Fulfillment Task Force will begin doing. Jodee Kawasaki, Dee Ann Redman and Bruce Newell volunteered to assist Staffeldt. These four will visit within the next month and come up with drafts for the Network Advisory Council to look at. Redman will work on a wiki which would enable the Council to communicate more efficiently.

### **Status of Assistant Librarian**

Staffeldt mentioned there were five applications received for the position, with two interviews being held, though no one was hired. The position will be readvertised soon.

### **Statewide Periodical Request for Proposal (RFP) Draft Review and RFP Schedule**

Staffeldt distributed the RFP form that was completed in 2003 for the statewide periodical database. After discussion of the RFP form it was decided that members of the Advisory Council would review the forms and get back to Staffeldt and Cooper by February 9, 2007 with their changes. The group decided they would prefer to do a new RFP. It was decided to do it for two years with the option for two more renewals.

Suggested additions and changes to the RFP were:

- Add marketing/training to the RFP;
- Ask the question – how would you market and train very small 1 person school and public libraries;

- Require vendor to attend MEA and MLA;
- Page 11 of the RFP – review the six mandatory items – change magazines to magazines and other content;
- Check with constituents to see if they want auto, testing, etc;
- Genealogy;
- Be able to specify pdf or html;
- Get full text in newspapers;
- Page 32 of RFP – delete item 54;
- Would like the ability for libraries to administer their own accounts – tell vendor libraries are going to authenticate themselves
- Reports delivered in Excel – would like to retrieve own reports and be able to customize reports;

Network Advisory Council agreed as far as the RFP:

- Do new RFP;
- Everyone will review old RFP, question list and old scoring sheet and get feed back to Staffeldt or Cooper by February 9, 2007;
- MSL will get a message to Wired asking what they would like looked at for new RFP;
- Get RFP out end of February or early March and back into MSL in April; and
- Get together in May so that a contract can be completed by July 5, 2007.

### **OCLC Group Services Contract**

Staffeldt distributed a printed E-mail she and Cooper received from Paul Cappuzzello at OCLC, which describes the price of renewing our Montana OCLC Group Services Contract with them. It's been strongly recommended that we find a new cost allocation formula for payment of this contract if the state doesn't fully fund the cost of the contract. There are two concerns as to why the cost formula needs to be discussed: there are non-standard cost formula variations within school districts throughout the state and there are some inconsistent cost formula components with the full cataloging libraries. Cooper and Staffeldt are not sure those two issues can be solved and are leaning toward keeping the same cost allocation for this coming year for two reasons. If the state does fund this, we wouldn't have to come up with a new formula. If that doesn't happen, we have to start working on a formula for the next year. Our recommendation is to go ahead with the cost formula the way it is now, recognizing there are some problems and we want to renew because it is the best price.

McKinney asked if the Montana comparative pricing is a statewide contract?

Newell said the renewal price is a lower basis so it's cheaper to stay with the existing contract rather than starting fresh.

Staffeldt said if we stay with renewing the contract we have, we will have the price in the OCLC E-mail. If MSL chooses to negotiate a new price, then it will be higher.

Newell stated due to his position on the OCLC Board of Trustees with its attendant fiduciary responsibilities, there may be times when as a Network Advisory Council member his participating in an OCLCO related discussion might constitute a conflict of interest, and so he would chose to withhold comment or participation.

The Network Advisory Council agreed that if the legislature did not give funding for OCLC, then MSL will renew with OCLC using the current cost allocation formula for this year. Upon hearing the state isn't going to fund OCLC, MSL with help from the Network Advisory Council will start this summer looking at a new cost allocation formula.

### **Consideration of OverDrive**

Staffeldt said that OverDrive is an audio book collection that individuals and libraries can download. The Montana Shared Catalog (MSC) is interested in purchasing these books, but there are other libraries interested in this opportunity as well. Cooper put together an adhoc committee of Ann Rutherford, Claire Morton, Dee Ann Redman, Kathy Mora, Marilyn Trosper, Sarah McHugh, and Suzanne Reymer to begin exploring the OverDrive possibilities. Staffeldt is hoping to see if the Advisory Council feels this is something we should pursue statewide.

Redmond said OverDrive is one of two vendors who are doing downloadable MP3 audio books. The other one is NetLibrary. Although they both do downloadable audio books, they have different technology for downloading, different purchasing models, different catalog of materials. We want to consider the options of both sides. Missoula and MSC are ready to purchase now, but not everyone on the committee is ready. There are some questions about the readiness of the user base. College towns are very technology friendly as are the bigger cities. But there are other areas that have people needing to be brought up to speed, so there was discussion as to whether we should we include some aspect of Playaway which are MP3 books contained in one little container which do not require downloading by the patron. It was agreed that this option was worth pursuing.

Redman said another thing different between OverDrive and NetLibrary is that OverDrive has made agreements with the publishers they work with that allow patrons to burn information to a CD and NetLibrary works strictly with recorded books but does not allow burning to other media.

McHugh said OverDrive did a sole source document for MSC and is trying to cut a deal where you could bring in a separate ILS for a lower cost. In other words, Billings and

Great Falls wouldn't be charged, but a second ILS would be another \$1500. The group felt we should also look at NetLibrary.

York asked how libraries would be using OverDrive.

Redmond said when a person downloads a MP3, it places a cookie on the system and when the time is up and they no longer can have it checked out, it goes away and can't be played any longer until the renew or check it out again. At this point, the committee just wants to explore this.

McHugh said there has been some conversation about possible LSTA funds contributed to this project. Then we (MSC parties interested in OverDrive) began talking about taking this outside of the MSC. Their estimated prices include \$22,000 or \$23,000 basic to start up; \$1,500 for every outside different ILS port; \$1,000/year maintenance per ILS; and a 40,000 item suggested start up collection.

The only other step that has been taken is to request that both NetLibrary and OverDrive representatives come to MLA. At Offline we will talk this up with libraries to see what the interest is there.

Newell suggested the Network Advisory Council say yes to MSC and other interested parties to proceed with this and offer them up to some amount of LSTA funds to help them make this a statewide offering as a demonstration project for the next 18 – 24 months and see what can be learned from this process. Newell suggested letting MSC put up the money they have available and make LSTA money available to the other interested parties. We're talking about a reassignment of LSTA monies already available to MSC.

McHugh suggested having an ad hoc committee to review the project. McKinney would like to have a school representative on the committee. John York volunteered to do be on the committee. Dee Ann Redman will also be on the ad hoc committee. It was agreed that there will be no LSTA 2006 funds allotted for the project, though there may be some MSC funds for the project.

### **Next Meeting Date**

The next meeting will tentatively be May 15, 16, 17 and the Council will be reviewing the RFPs that have been submitted.

Meeting adjourned at 3:30.